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# STATE OF INDIANA

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DEPARTMENT OF LOCAL  
GOVERNMENT FINANCE



INDIANA GOVERNMENT CENTER NORTH  
100 NORTH SENATE AVENUE N1058  
INDIANAPOLIS, IN 46204  
PHONE (317) 232-3756  
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TO: ALL BUS COMPANIES

FROM: Department of Local Government Finance (DLGF)

SUBJECT: SPECIAL INSTRUCTIONS FOR FILING ANNUAL REPORT UD-45

## **SPECIAL INSTRUCTIONS FOR BUS COMPANIES**

Before completing Schedule A, all bus companies shall complete Schedule A-8 - Passenger Bus Schedule.

### **Instructions for Completing Schedule A-8**

List all buses and other mobile equipment your company owns, holds, possesses or controls in the operation of your bus company. Please complete all columns of this schedule. Valuations are to be shown in the same manner and on the same basis as in prior years. Carriers having more than one bus acquired in the same year and of the same make, model, and year of manufacture, may group and report the total valuation of such equipment on the same line. If buses are of the same make, model and year of manufacture, but are acquired in a year different than the year of manufacture, they must be reported on separate lines in the yearly order of acquisition.

The total true tax value of the buses shall not be less than thirty percent (30%) of the total cost of buses. Multiply Line 21, Column D by thirty percent (30% or .30) and enter the result on Line 22, Column D. Line 23, Column F (true tax value of buses) shall be the greater of Line 22, Column D or Line 21, Column F. Carry the Indiana True Tax Value shown on Line 31 of Schedule A-8 to Line 40 of Schedule

### **Schedule A - Computation of Assessment**

The Schedule A is used to compute the true tax value of the utility company's property. Since the utility plant used by bus companies consists of its buses and other mobile equipment, bus companies **need enter values only on Lines 40, 42, and 43.**

### **Schedule A-2 - Leased Property**

Report all property that is held, possessed or controlled but not owned. This would include all leased buses and other mobile equipment. The value shown should already be included on Schedule A-8.

Your cooperation with the DLGF in completing the Annual Report (Form UD-45) at the earliest possible date will be greatly appreciated. Additional schedules or further information may be obtained by writing this office or by calling (317) 232-3756 between 8:00 a.m. and 4:30 p.m. (EST). Or, you may email Keilah Heffington, Utility Specialist, at [kheffington@dlgf.in.gov](mailto:kheffington@dlgf.in.gov).